



# DEFENSE LOGISTICS AGENCY

AMERICA'S COMBAT SUPPORT LOGISTICS AGENCY



## How to Enroll Application for Participation

Last Updated March 12,  
2014



# Enrollment

- To enroll in the 1033 Program:
  - An LEA must complete an Application for Participation
- The Chief Executive Official of the LEA must sign the application.
- The State Coordinator will validate / sign the application and forward to LESO for approval.
- LESO will approve / disapprove within 1 business day and send the agency's new DODAAC to the State Coordinator.



# Application Information

- Located on our website:
  - <https://www.dispositionservices.dla.mil/rtd03/le>  
so/ -“Forms” tab
  - “LEA Application for Participation”
- Form fillable
- Digital signature capable



# Common Mistakes

- New or Update Box not checked at the top of the form
- P.O. BOX – Must be a physical address
  - P.O. Box may be entered in the Mailing Address Block
- Not legible – Form Fillable and can be typed
- No SIGNATURES on application



Ensure all contact information is accurate.

If printed versus typed, please make sure the print is legible.

Note that we have added a mailing address section (if different than the physical address) based on your feedback.

Applications must be updated when address or agency name changes occur.